

### **Helpful Hints for Filing Power of Attorney Form 5000.8**

- Read all instructions before completing the form.
- Be sure to complete every line item on the Power of Attorney Form 5000.8, leaving an item blank could result in a delay of your registration process.
- Be certain that all information entered on your Power of Attorney form is legible.
- Make sure that the front and back of the form are printed on a single sheet of paper before you execute it. We will return to you if the front and back of the form are printed on separate sheets.
- Make sure to complete the Power of Attorney form in duplicate and submit both original signed copies.
- Keep a copy of all completed documents for your own records.